



IDAHO  
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## Energy Conservation Tips for Schools



Set thermostats at 68° Fahrenheit in the winter or 78° Fahrenheit in the summer.



Install programmable thermostats that adjust the heat depending on time of day and building use.



Make sure heating and cooling vents are open and not blocked by furniture or other objects.



Close exterior doors and windows when heating or air conditioning is on.



Turn off the lights when you leave a room.



Use energy-efficient lighting. Replace incandescent bulbs with fluorescent ones<sup>1</sup>. Replace fluorescent T-12 bulbs with more efficient T-8 bulbs.



Replace incandescent exit lights with three to seven watt LED exit lights. These lights last longer (up to 25 years) and reduce maintenance costs.



Install timing devices on lights, vending machines and copiers to power down the machines during times of low use.



Turn off advertising lights on vending machines; this can save up to \$100 a year on energy costs.



Buy energy-efficient photocopiers and fax machines. These models use half the energy of regular machines and offer a corresponding cost savings.



Ensure correct operation and maintenance of equipment, including heating, cooling and office equipment, to obtain maximum energy efficiency. Check and replace filters often and follow manufacturer recommended instructions.



Close blinds to conserve heat in the winter and keep the building cooler in the summer.



Plant a tree to protect your building from wind in the winter and to provide shade in the summer.

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<sup>1</sup> Note: Fluorescent lighting contains mercury and should be recycled or properly disposed. Visit DEQ's on-line recycling directory at [www.deq.idaho.gov/waste/recycling/recycle\\_home.cfm](http://www.deq.idaho.gov/waste/recycling/recycle_home.cfm) for services in your area.